



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION

JOB ORDER CONTRACT

Job Order No.: 2022-01-02

Date: January 6, 2022

MS. RICHEL LUKBAN-GINES

Proprietress

RDLG & SON ELECTRICAL SERVICES

23C Mapagkawangawa St., Sikatuna Village, Quezon City


Contact No. 0949 1293 882 / 0920 983 2237


Email address: rdlgson20@yahoo.com

Dear Ms. Gines:

This is to inform you that your total offer of **One Hundred Thirty Nine Thousand Pesos (P139,000.00)** for the **Procurement of service provider for the Monthly Preventive Maintenance of twelve (12) Dry Type Transformers and cleaning of all EE rooms in HEDC Building for FY 2022** is hereby accepted. This acceptance, however, is subject to the following:

1. That all work shall be in the best workmanship possible;
2. That the work shall be done according to the requirements/specifications stated in the scope of works as follows:
 - a. Maintenance of 12 Dry Type Transformers at HEDC Building:
 1. 225 KVA at EE-1 G/F;
 2. 150 KVA at EE-1 G/F;
 3. 112.5 KVA at EE-1 G/F;
 4. 50 KVA at EE-1 G/F;
 5. 75 KVA at EE-2 G/F;
 6. 112.5 KVA at EE-2 G/F;
 7. 150 KVA at EE-2 G/F;
 8. 225 KVA at EE-3 2/F;
 9. 112.5 KVA at EE-4 2/F;
 10. 150 KVA at EE-5 3/F;
 11. 225 KVA at EE-6 3/F;
 12. 112.5 KVA at EE-7 4/F;
 - b. Preventive Maintenance Activity:
 1. Checking and Testing of current loading;
 2. Cleaning of every EE-rooms and transformers;
 3. Operating temperature reading of each transformer;
 4. Wire megger testing from ATS to transformers;
 5. Re-varnishing of windings of each transformer;
 6. Re-tightening of terminal bolts (Primary and secondary) of each transformer;
 7. Submission of comprehensive report indicating all the readouts taken from each transformer including necessary recommendations;
3. That the work shall be finished in not more than twelve (12) months;
4. That the prices should be inclusive of VAT and other government charges.
5. That in case the calendar days per quarter are exceeded, a penalty of one tent (1/10) of one percent (1%) of the total amount of the contract shall be imposed for everyday of delay;

 BAC Resolution No. 2021-111 dated November 10, 2021

 NOA No. 2022-01-002 dated January 5, 2022

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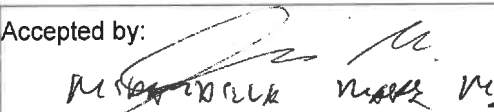


6. In case of failure to finish the work as stipulated in the Job Order, a liquidated damage of one tenth of one percent (.001) of the total amount shall be charged on the unfinished portion of work, reckoned from the contractor's receipt of the Job Order up to that day/date of the contractor's receipt of the Owner's Notice of Termination. The Owner reserves the right to enter into another contract to finish the work charging to delinquent contractor the difference in cost, if any;
7. That this contract is subject to warranty against mechanical defects and workmanship for sixty (60) calendar days from the date of final acceptance.
8. That this transaction is subject to government accounting and auditing rules and regulations.

If the terms and conditions stipulated above are amenable to you, kindly signify your acceptance by signing on the space provided below.

Very truly yours,



J. PROSPERO E. DE VERA III, DPA
Chairman 

Accepted by: 	Funds Available:	P139,000.00
PRINTED NAME OVER SIGNATURE / DATE 1/28/22 	 CHERRY D. AQUINO OIC, Office of the Chief Accountant Accounting Division	